

**MINUTES OF THE MEETING
OF THE FACULTY SENATE**

MAY 7, 2014

PRESENT: Berlin Ray, Boboc, Delatte, Delgado, Doerder, Duffy, Ekelman, Geier, Genovese, Goodell, G. Goodman, Gross,

that we have had this year particularly in relation to the Doctoral hooding processes and procedures. Professor Lynn Deering is the chair of that committee so if anyone has any feedback about the hooding procedures, or anyone has been part of another university where they do things differently than us and have some suggestions, we would really love to hear those so please contact Professor Lynn Deering, the chair of the Senate Graduation, Convocation and Assembly Committee.

Dr. Goodell stated that as everyone knows, the university is undertaking a campus master planning exercise and there have been a number of on campus meetings over the past two months. She thanked our faculty representative, Professor Rachel Carnell from the English Department, who has been very active ensuring that our voices have been heard. She reported that the planning consultants, the Smith Group JJR have been very responsive. They were originally going to present their report at the end of June but Provost Deirdre Mageean has intervened and the report will now be concluded at the end of September she believes ensuring that there is adequate time for faculty input into the final product. She thanked Provost Mageean for her efforts in this regard.

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Campus International School. He noted that the rest of it is history or it is evolving history as we look for a space to accommodate an ever increasing demand for entrance into the Campus International School. President Berkman stated that this would be one of the challenges of the coming year. He stated that President Michael Schwartz and he are honorary co-chairs of the 50th Anniversary Committee which means that he has a reason for not knowing anything about it or very little about it but he knows the following about it. To his knowledge there are four projects that are well underway and it has begun already with Professor Visocky-O'Grady's class engaged in design. There are students in her graphic design class engaged in designing a new banner that will replace the current banners on Euclid and Chester advertising the 50th Anniversary of the University. What we will have is a graphic conceived in a competitive environment by one of our students that will represent for the University the symbol of our 50th Anniversary. President Berkman stated that it really couldn't have worked out better than to have a student conceive it. He thanked Professor Visocky-O'Grady for engaging with it.

President Berkman reported that there is a block party or a multiple block party that will kick off this celebration. The block party is kind of an opening celebration. We are going to close down four blocks of Euclid Avenue and we are going to invite alums, we are going to invite students and faculty. So the planning for that piece is under way. He noted that there is a 50th Anniversary publication that is being put together. It is both in narrative and in pictures, a walk-through of the first 50 years or a read-through of the first 50 years of the Cleveland State University that will be distributed during the year.

President Berkman stated that the other piece he is aware of is that we were trying to assemble

typical half hour speech to three and one half minutes. Again, he stated that he looks forward to seeing everyone on Saturday and seeing as many faculty as can make it to Radiance on Friday night. He commented that he can't give a preemptive number but we've had an extraordinarily successful scholarship fund raising campaign that has gone on all year that will culminate on Friday night with the Radiance celebration.

President Berkman stated that he thought he was going to miss this Senate meeting but in fact it did not conflict with the trip that he took to Israel last week in which there was really a two-track endeavor; on the one hand we had twenty-five, twenty-six students from the Executive MBA Program who went to Israel to get a sense of the starved nation and they visited, he believes, ten companies in the eight days they were there. President Berkman reported that he also had the opportunity to visit four universities in Israel – Tel Aviv University, Haifa University, Ben Gurion University in and Hebrew University in Jerusalem. To summarize, President Berkman stated that he had actually heard from the Counsel General of Israel before he went, that at each of

actual percentage decline in high school graduates. So, the demographic is right at the bottom of the population that would obviously typically transition to the university is declining dramatically.

President Berkman remarked that this was a bad deal from the beginning and it was a six-year deal and we are counting down the last year. He added that he can assure everyone that we are not going to reel so that is where we are with the Wolstein Center.

President Berkman apologized for taking more time for his report than his allotted time. He noted that everything was important. President Berkman remarked that he had one observation. He actually feels like there is a moment of connectivity with every student who comes across the stage – some walk right past him of course but there really is for each of those students a moment and a point of connectivity and he thinks that it is an important part of the ceremony. He added, “It is a lot of students, but it is their day.”

VII. Report of the Provost and Chief Academic Officer

Provost Deirdre Mageean remarked that first of all she like everyone is running pretty ragged this last few weeks. She commented that she has gotten home for a few hours every day and she has just about reached her tolerance level but it really has been a great opportunity to join in a lot of celebrations with students. They are coming to the end of their careers and their studies are part of that whether it be Trio, Honors Scholars, honors students, etc. She noted that there was a rather nice party for all of the faculty who have just been promoted and tenured or both and with their chairs, and it was really nice to see. She added that it was a good opportunity for faculty to get to know one another. It is amazing how few opportunities we have for that so it was nice to join in that particular kind of celebration.

Provost Mageean stated that President Goodell had mentioned a couple of things that she was going to mention so that will cut things down. The Space Policy is on the web so faculty should please have a look at it – it’s going to be pretty important and it does give the faculty a really good voice in those important decisions and increasingly

their data. Some Deans worked with their Chairs on this and others worked in different ways. Every College did it a little differently. They had all the Deans over two days walking us all through this explaining it even more, contextualizing things and they also had at the same time the Deans presenting their faculty requests. Provost Mageean said that she will tell Senate where things are and what will and what will not be happening over the course of the summer. People will not be coming back to find a different university in the fall. We are going to use the time to look at some of the things that we really want to look at and make sure we are doing the right kind of analysis – that we are running the numbers, and making sure we don't have u

Professor Resnick referred to the Budget and Finance Committee annual report provided to Senate. He said that hopefully, the committee has done a reasonable job of taking the numbers and generating a coherent narrative to Senate to understand where the money goes. He added that it is pretty easy to understand where the money comes from but watching where the money flows is very tricky and difficult to really understand when digging into all of the numbers.

Dr. Resnick stated that rather than going through all of the different items the committee discussed, he would just like to push ahead to the committee's recommendations at the end. The committee has put together a statement that he would like to read to Senate. He noted that unfortunately, it is going to come off as a rebuttal to President Berkman but that is not the intent here.

Professor Resnick stated that during several recent PBAC meetings, the possibility of eliminating the Wolstein Center as an Auxiliary business unit and transferring the operational expenses of Wolstein into the CSU Main Operating Budget has been suggested. PBAC strongly opposes this suggestion. The ongoing annual operating deficit of the Wolstein Center has so far been confined to non-academic

Wolstein Center, as long as Wolstein remains an Auxiliary business unit, CSU members can actively monitor the scope and magnitude of the budget problem and calculate its ongoing revenue margins shortfall needed to subsidize the Wolstein's budget. Moving Wolstein to the Main Operating Budget could remove the ability to monitor Wolstein's budget problem offering nothing to remedy Wolstein's budget problem. Wolstein Center should be considered in functional terms to the university and not only as a stand-alone business enterprise.

(Report No. 73, 2013-2014)

Professor Kosteas referred to the first proposal, changes to the MSBME program. He noted that the big change here is adding a third track to the design tracks that are there. This is a course that is geared toward students who are working full-time, not full-time in the program, and therefore may not have big blocks of time to devote to writing a thesis within their entire project and that comes in at 36 credit hours.

Dr. Goodell inquired if a representative of the program was present at Senate.

There being no questions, Dr. Goodell stated that the University Curriculum Committee has proposed revisions to the MSBME program with a new track and asked for a vote. The UCC's proposed revisions to the MSBME program was approved unanimously by voice vote.

**B. Proposed Business Analytics Certificates and new courses
(Report No. 74, 2013-2014)**

Professor Kosteas stated that the second item includes two Graduate Certificates in Business Analytics. The goal ultimately is to build these Certificates into a Graduate

D. For Informational Purposes Only (Report No. 76, 2013-2014)

Professor Kosteas then presented two items from the University Curriculum Committee for “Informational Purposes Only.”

- 1. Undergraduate course revisions as part of the 4 to 3 conversion:
Capstone LIN 494 – March 19, 2014**
- 2. Graduate course revisions as part of the 4 to 3 conversion:
Civil Engineering Graduate**

Faculty Senate received the two For Informational Purposes Only items from the University Curriculum Committee.

Dr. Kosteas stated that he wanted to thank everybody on the University Curriculum Committee and commented that if anyone sees their college representative on the UCC to please say thank you to that individual. He noted that Nigamanth Sridhar was the only new member this past year. The fact that everybody was willing to continue in spite of last year with all of the work we did, that says a lot – not just about the individuals but about the way they all got along. As much as the work was grinding and brutal at times, the committee somehow managed to have a good time through it all. He noted that their meetings were not just productive but they learned a lot from each other and the committee really functioned well. He added that he is going to miss it, sort of. He is going to miss the interactions with his colleagues on the committee and he does want to thank everybody here for all of their work in reviewing the committee’s proposals and, also the representatives of the Graduate College here at Senate who put up with him. Finally, Dr. Kosteas wished everyone a good summer.

XI. University Admissions and Standards Committee

Senator James Marino, chair of the University Admissions and Standards Committee stated that he has three action items from the committee and a brief report.

**A. Change in Residency Requirements for Majors and Minors
(Report No. 77, 2013-2014)**

Professor Marino presented the Admissions and Standards Committee’s first action item, proposed revision to the Residency Requirements for Majors and stated that we could call this the last stray sheep of the 4 to 3 conversion. He noted that our residency requirements for majors have always been 16 credits or fifty percent of those required for the major, whichever was lower. He stated that it occurred to the committee that 16 does not divide by three evenly. He was told by his committee, “Of course it does,” but he said that he likes to stick to inches. The problem here would be that with the 16 credit requirement some students would feel that they were being forced to take two extra courses and this could only lead to discontent, etc. so the A&S Committee unanimously proposes that we move to an easy multiple of three, 18 credits within a

major or fifty percent of required hours in the major, whichever is lower. This means that in many instances they were made 15 rather than 18. Dr. Marino added that this is part of the overall 30 residency requirement and a 24 credit hour requirement for upper division classes. The Committee felt that six three-credit classes in the major at Cleveland State helps give us a degree of quality control on the degrees that we will have.

Senator Beth Ekelman noted that she mentioned this to the Committee before the Senate meeting. The College of Sciences and Health Professions have 2+2 agreements

An unidentified Senator stated that the requirements in the verbal section of GRE must be a type-o. Dr. Marino replied, "No, it is not." Dr. Marino commented that he did ask the department why they felt that was a cutoff but they apparently feel that 95% of the students who take this test are going to be fine in Computer Science. It is that half of a tenth where their English language skills are going to be a problem.

Senator Raymond Henry stated that this is not actually a change. He noted that this is what was currently in the standards and is not actually a change. He added that they didn't sit in a meeting last year and go, "Oh, let's say five percent."

Senator Orhan Talu stated that five percent are those students that can't communicate at all. Dr. Marino commented that the other 95% are communicating probably through various programming languages.

Senate Vice President Sridhar commented that this issue came up at Graduate

C. College to College Transfers (Report No. 79, 2013-2014)

Dr. Marino moved to the A&S Committee's third action item, proposed rule for College to College Transfers. He noted that we have not previously had this type of rule. He stated that the last academic year, we created a new set of rules for academic standing and academic warning and probation.

Dr. Marino stated that another item, there are so many things, but let's just keep it at this. One of our colleges was advertising a degree program to applicants and the phrasing of the advertisement seemed to obligate us to give out degrees where

Senators to vote. The proposed endorsement of the Conflict of Interest Policy was approved unanimously by voice vote.

Senator Mittie Davis Jones stated that she just noticed an error in the first sentence of the Conflict of Interest Statement and that is capitalization. It reads, "Trustees, faculty and staff of Cleveland state university" and it should read, "Trustees, faculty and staff of Cleveland State University." She asked if this is the final version or is it still to be edited.

Dr. Karem replied that this is the State format and requirement. Only place names can be capitalized in State policies. The Office of Compliance and UFAC and the Provost's Office spent the better part of this year revising the Greenbook in accordance with such important and complex details. All policies also have to have gender neutral language which does not mean his or her, it means that you cannot use a possessive pronoun with the gender. So his English degree was put to extreme use in removing the language of

Senators to vote. The proposed endorsement of the University Whistleblower Policy was approved unanimously by voice vote.

Dr. Karem again thanked Rachel King from the Office of Compliance for working with UFAC and thanks to UFAC. He added that UFAC received legal training on the fly here.

Dr. Karem stated that the next two items pertain to the ongoing revision of the Student Evaluation of Instruction Instrument and process. He noted that UFAC has convened a Data Reporting Subcommittee that will attend to issues of how to execute calculations and report this data. Recommendations are coming on this issue in the fall.

C. College SEI Questions (Report No. 82, 2013-2014)

Dr. Karem noted that as everyone will recall back in January Senate approved a core instrument set of questions and this was then sent out to colleges to add their discipline specific questions. He noted that on a two-page handout UFAC reports the questions that have been presented by the various colleges and approved. Some of them were open-ended, some of them were not, and some of them have slightly different scales. UFAC tries to respect local governance in our colleges and do what was appropriate for their disciplines. UFAC did have a cursive dialogue with several colleges; we sent questions back; we didn't simply agree with things without looking at them. Faculty Senate has oversight of the Student Evaluation process so before the evaluations can be put into place, the college specific forms must be approved. He added that UFAC and Sharon Smith of Testing Services need approval of Faculty Senate for these additional questions. Dr. Karem then asked if anyone had any questions.

There being no questions, Dr. Goodell stated that the University Faculty Affairs Committee has proposed the addition of questions from each of the colleges to the Student Evaluation Instrument and asked Senators to vote. The University Faculty Affairs Committee's proposed addition of College SEI Questions was approved unanimously by voice vote.

Dr. Goodell commented that this has been a very long process and extremely well managed.

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have been reviewed and UFAC has presented the findings here in Senate. He would doubt that neither he nor UFAC has a budget to purchase a software so the budgetary decision ultimately is in the hands of the Provost. He added that there has been strong consensus among all parties about the best software and currently that is Blue. He would be happy to answer questions about this and he would like to obtain a Faculty Senate endorsement or approval for plotting the software. Professor Karem believes we should

because they understand that some faculty members lack faith in the university's current system. Dr. Williams stated that beyond that, policies within the proposed document that the committee reviewed, and the committee understood that the discussions of the draft policy were ongoing, there was some contradictory language saying that you can't have a blanket forwarding system but you can forward individual emails. The committee's concern for this section is

Dr. Goodell commented that if Senate has recommendations or feedback from the Academic Technology Committee perhaps we should send those directly to General Counsel. Mr. Wilson replied that was a good idea.

President Berkman stated that as a member of the Board of Trustees, Dr. Goodell obviously will have an opportunity at the Board meeting to suggest these amendments and the rationale but the Board Policy on Policies stipulates that there be a thirty day review period. When the thirty day review period goes out, those comments are collected, they are delivered to the Board with the policy and then the Board deliberates whether they want to make amendments to the policy based on the written comments. President Berkman noted that this is his understanding of the process.

Dr. Williams noted that she should say also that a lot of the information that came to her committee had already been sent to the General Counsel's Office in response to the information that was on General Counsel's web site.

Dr. Goodell asked Dr. Williams if the Academic Technology Committee would like Faculty Senate to approve the committee's recommendations and have them sent to General Counsel as a record of Senate's feelings on the matter. Dr. Williams replied, "Yes." Dr. Goodell then asked if there was any further discussion.

Senator Duffy inquired if Faculty Senate forwards those comments to General Counsel will those comments be forwarded to the Board of Trustees. President Berkman stated that those comments should go to the Board. Dr. Goodell also stated that the comments from the policy review period will go to the Board. She then asked Ms. King if that was correct. Mr. King replied that either way that is fine. She added that she suspects that some of the comments will cross with some of the edits. Some of the things that we are concerned about have already been fixed because she thinks that they have already done one edit.

President Berkman stated that again, it is the responsibility of the General Counsel to make the determination of what is and what is not in compliance with the laws and regulations we are talking about here.

Dr. Goodell stated that perhaps we should send these to General Counsel and ask them for some feedback about which of these issues have already been addressed in the policy and she will just ask General Counsel for a response to the Academic Technology Committee. She asked if this would be acceptable.

Senator James G. Wilson stated that this policy raises some serious first amendment problems and he is not sure what the solution is and he doesn't know the

should narrow it down to one narrower concept of external organized partisan political activity. At least it seems a little bit narrower than these two great phrases that sort of co-exist.

Dr. Goodell stated that she appreciated what Professor Wilson is saying. She noted that actually we are not here to make further amendments or suggestions. The comment period is up and the committee has made its suggestions based on the policy as it was posted. She added that all Senate can do at this stage is pass on the committee's recommendations and then get a response from General Counsel – that's about it.

Dr. Goodell asked if there were any further comments or questions. There being no further comments or questions, Dr. Goodell stated that the Academic Technology Committee has recommendations and feedback on the proposed Email Policy that will be sent to General Counsel for their comment and asked Senators to vote. The Academic Technology Committee's recommendations on the draft Email Policy were approved unanimously by voice vote.

**XIV. Electronic Learning Committee
Proposed E-Learning Definitions (Report No. 53, 2013-2014 – 3/19/14
Meeting)**

Dr. Goodell noted that Senate is coming back to this item (proposed E-Learning Definitions) from two Senate meetings ago.

Senator Linda Wolf, chair of the Electronic Learning Committee, stated that the committee is recommending the following definitions for on-line courses.

- 1) Fully online courses. Dr. Wolf stated that fully online courses meet online for 100% of the classes. Dr. Wolf noted the rationale for this is that the students consider an online course to be totally online with no need to travel to some physical space to meet for a class.
- 2) Blended courses. Professor Wolf stated that she had mentioned this before. Blended and hybrid ar

contents delivered online and typically there are no face to face meetings. The Electronic Learning Committee is proposing that the definitions of online and blended as internal definitions for Cleveland State.

Dr. Goodell asked if there were any comments or questions. There being no further comments or questions, Dr. Goodell stated that the Electronic Learning Committee has proposed definitions of online and blended courses as noted in the handout and asked for a vote. The proposed definitions of online and blended courses was approved unanimously by voice vote.

Dr. Goodell noted that the next items on the Agenda are the Annual Reports. She stated that the Annual Reports are not read unless we have specific feedback from those but if anyone has any comments or questions for the office of those reports or for the Senate o

opportunities we get as it switches over to an academic building? It seems to be a pretty neat building for the university to have and there has to be some good things about it.

President Berkman responded that there is going to be a comprehensive discussion about whether it can be re-purposed, whether it can be used for student recreation facilities, whether it can be used for other university functions. Precisely the issue is that given that we have the building and given that no one is going to magically take it off the campus for us, what is the best way that we can repurpose the building to

noted that her understanding is that HR is telling us that when you reach that limit, you have to pay benefits.

Dr. Goodell asked, "Why was this issue buried in the student employment handbook and nobody who actually employs students was informed of this?" She remarked, "Whoever you are out there, you are in my sites and I shall find you at some point." Dr. Goodell went on to say that this is a serious issue for those faculty and for the students. The students are going to lose ten hours per week of employment that they are expecting and now we are just telling them, "Sorry, bad luck."

Provost Mageean stated that first of all, let's find out how many people are actually affected by it and find a solution. She added that the Research Office should be able to find out how many students are affected through grants. She said that she will talk with HR about it and see exactly what sum of money we are talking about.

Dr. Sridhar noted that as he understands it, the Health Care requirement is basically for people that work thirty hours per week average over the course of the year. So if a student is working forty hours per week during the summer and has a cap at twenty hours per week in the academic year, the student cannot make up to thirty hours anyway.

Provost Mageean noted that Dr. Jianping Zhu, Dean, College of Graduate Studies, is a little bit more familiar with the Health Care requirements. She stated that they had to look at this issue for the Adjuncts. She was wondering if a little more light could be cast on that average question: "If it is not thirty hours in a specific period, but it is thirty hours over the course of a year."

Dr. Goodell inquired, "Is it over the course of 52 weeks?" Dr. Zhu, stated that it is over two semesters.

Dr. Goodell remarked, "No, that's not the question." She stated that the Health Care rule doesn't apply just to graduate assistants. The rule applies to the entire community – to everyone in the USA. So, is the average that's calculated for thirty hours per week over 52 weeks per year? It has to be. If that's the rule, it has to be that.

Dr. Zhu stated that for our university, the graduate students are not really covered by the rule because we require them to work only up to twenty hours. So that's not really the issue. What is at issue is the Adjunct faculty.

Dr. Sridhar commented, "But then if that is true, then this whole thirty hour requirement for students is just artificial that somebody just came up with."

Provost Mageean said that the first thing is to find out whether the memo that came from Career Services is actually valid. We will check with HR. We will send out a correct one. If it is, then we will figure out how to deal with the issues.

XVII. New Business

Senate President Goodell asked if there was any new business. There being no new business, Senate President Goodell asked for a motion to adjourn. It was moved, seconded and the meeting adjourned at 5:15 P.M.

Stephen F. Duffy
Faculty Senate Secretary

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